

## **Statement Regarding Complaint and Grievance Procedures**

The complaint and grievance procedures contained herein have been developed to enable the university to receive, investigate and resolve complaints of discrimination on the basis of sex. These procedures are designed to provide a supportive process for individuals who report discrimination and to ensure a fair process for individuals who are accused of discriminatory conduct. Any Quinnipiac students, faculty or staff members who believe that they have been subjected to discrimination based upon sex in any university program or activity, that the university has failed to meet its Title IX obligations regarding equity in athletics, or that they have been subjected to sexual misconduct may bring such concerns to the attention of the university's Title IX coordinator to obtain a prompt and equitable resolution.

The U.S. Department of Education, Office for Civil Rights (OCR) is the federal agency charged with enforcing compliance with Title IX. Anyone has the right to contact them directly. Information regarding OCR can be found at:

Office for Civil Rights, 400 Maryland Avenue, SW, Washington, D.C. 20202-1100

Customer Service Hotline: 800-421-3481 • Facsimile: 202-453-6012

• TDD: 877-521-2172

Email: [ocr@ed.gov](mailto:ocr@ed.gov) • Website: [ed.gov/ocr](http://ed.gov/ocr)

### **Informal Complaints**

Students, faculty and staff may bring concerns to the university Title IX coordinator or deputy coordinator on an informal basis. Where appropriate, the Title IX coordinator/deputy coordinator will provide counseling and advice and may attempt to facilitate an informal resolution. The university Title IX coordinator/deputy coordinator also is available to receive and address such allegations through the formal grievance procedures described below.

Complainants who are considering bringing a formal grievance may at any time meet with the university Title IX coordinator/deputy coordinator, who will discuss the matter and describe the formal grievance process. Where appropriate and with prior notice where applicable, these grievance procedures may be modified or amended by the university Title IX coordinator.

The university Title IX coordinator has the authority to investigate allegations of discrimination prohibited by Title IX even absent the filing of a formal grievance, or after its subsequent withdrawal. The university has an obligation to the entire Quinnipiac community to take appropriate steps to prevent community members from being subjected to discrimination and sexual misconduct. As a result, there may be circumstances that will require the university Title IX coordinator to proceed with investigating a formal or informal grievance even if a complainant specifically requests that the matter not be pursued.

### **Informal Resolution**

In instances where it is deemed possible and safe, the university may choose to resolve reports through informal means. If it is determined that an informal resolution may be appropriate, the Title IX coordinator, deputy Title IX coordinator or designee will speak with the complainant about this option. If the complainant agrees, the Title IX coordinator or deputy coordinator will speak with the person alleged to have engaged in the misconduct. If a satisfactory resolution is reached through this informal process, the matter will be considered completed. If these efforts

are unsuccessful, the formal investigation process will commence. The informal resolution process will not be used in cases of sexual assault.

## **Complaints Regarding Sex Discrimination in a University Program or Activity, Including Equity in Athletics<sup>1</sup>**

### **Grievance Procedures for Formal (i.e., Written) Grievances**

A formal grievance process is initiated when a complainant submits a written statement to the university Title IX coordinator alleging discrimination on the basis of sex in any university program or activity, including, without limitation, academic programs, athletics, campus life, residential life and all aspects of employment. In the statement, the complainant is encouraged to request any relief sought from the university. Prompt submission of formal grievances is encouraged.

Complaints relating to athletics will be handled by the deputy Title IX coordinator for athletics:

Tami Reilly, Associate Athletic Director of Fitness & Wellness

RT-STC

[tami.reilly@qu.edu](mailto:tami.reilly@qu.edu)

203-230-8460

Complaints relating to other university programs and activities will be handled by the Title IX coordinator:

Terri Johnson, Associate Vice President for Operations

AB-ACA N116

[terri.johnson@qu.edu](mailto:terri.johnson@qu.edu)

203-582-8731

The deputy Title IX coordinator will consider the written grievance and may dismiss the grievance without further process or review if it is determined that the allegations, even if true, would not constitute a violation of this policy.

If the grievance is not dismissed, the deputy coordinator will interview the individual who submitted the written statement. Depending on the circumstances, the deputy coordinator also may interview others with relevant knowledge, review documentary materials, and take any other appropriate action to gather and consider information relevant to the grievance.

The deputy coordinator will determine whether there has been a Title IX violation using a preponderance of the evidence standard and will consult with other university offices as necessary in reaching a decision regarding the written grievance. The deputy coordinator will prepare a written report setting forth findings, conclusions and recommended actions to be taken, if applicable. The university Title IX coordinator and the complainant will receive a copy of the report.

In the event the deputy coordinator determines that there has been a violation, a report will be presented to Mark Thompson, executive vice president and provost of Quinnipiac University, or his designee. Upon notification of a violation, Thompson, or his designee, will take appropriate action to ensure that the violation is remedied, prevent its recurrence and correct any discriminatory effects on the complainant to the extent possible.